

CITY OF FLAGSTAFF STAFF SUMMARY REPORT

To: The Honorable Mayor and Council

From: Karl Eberhard, Manager
Community Design and Redevelopment
Community Investment Section, Economic Vitality Division
David McIntire, Permanent Affordability Administrator
Housing Section, Community Development Division

Date: February 10, 2011

Meeting Date: To be determined



TITLE: Consideration of Agreement: State Historic Preservation Office

RECOMMENDED ACTION:

- 1. Approve: Programmatic Agreement Between the City of Flagstaff and the Arizona State Historic Preservation Office Regarding the Community Development Block Grant (CDBG) and Community Development Block Grant – Recovery (CDBG-R) Programs.**
- 2. Authorize the City Manager to execute the Agreement.**

ACTION SUMMARY:

- Policy Decision or Reason for Action: Increase staff and program efficiency.
 - Decision Points: None.
- Financial Impact: The City will experience a reduction in expenses.
- Connection to Council Goal: Effective governance.

Pursuant to the National Historic Preservation Act (NHPA), the Community Development Housing Section seeks three to five approvals per month from the State Historic Preservation Office (SHPO). Currently, Housing staff and the Historic Preservation Officer prepare a letter report (Cultural Resource Study) for each project. Each project must then be delayed until an approval of the report is sent back by SHPO. Through the programmatic agreement (allowed under NHPA), certain work would be pre-approved, thus reducing staff time and project delay.

- Options:
 - Authorize the City Manager to execute the Agreement (recommended).
 - Direct staff to seek desired modifications to the Agreement.
 - Do not authorize the City Manager to execute the Agreement.
- Has there been a previous Council decision on this topic?: No.

Division Director *(Acknowledgment that all reviews have been completed and required approvals initialed below.)*

ADDITIONAL INFORMATION:

Background/History:

Pursuant to the National Historic Preservation Act (NHPA), and regardless of size or age, all projects funded or licensed by the Federal government are required to protect and preserve cultural resources (archaeological and architectural). The first step is to identify affected resources and to assess potential impacts to them (in the form of a Cultural Resource Study). The second step is concurrence with the report from the State Historic Preservation Office (SHPO).

Community Development Block Grant (CDBG) and Community Development Block Grant – Recovery (CDBG-R) Programs are funded by the Department of Housing and Urban Development (HUD) of the Federal government. These programs provide funding for minor repair projects such as replacing roofs, water heaters, and so forth, for community members that could not otherwise have this work performed. The Community Development Housing Section administers these programs and in doing so seeks three to five project approvals per month from the SHPO.

Currently, Housing staff and the Historic Preservation Officer prepare a letter report (Cultural Resource Study) for each project. While we have developed an efficient way to produce these, they still require a couple of hours each as they are prepared, approved, mailed, and followed up. And, each project must then be delayed until an approval of the report is sent back by SHPO. Any delay in the approval extends the project delay.

Through the programmatic agreement, certain work would be pre-approved, thus reducing staff time and project delay.

Key Considerations: The Certified Local Government (CLG) program is a part of the NHPA and requires that participant communities have certain preservation policies, regulations, and programs in place. Flagstaff has been a CLG since 1993. The ability to enter into such an agreement, and thus to self-regulate, is a benefit of being a CLG.

Community Benefits and Considerations: The increase in staff and program efficiency reduces municipal corporation costs and fosters excellence in customer service.

Community Involvement: None.

Financial Implications: No additional information.

Options and Alternatives: No additional information.

Attachments:

1. Programmatic Agreement Between the City of Flagstaff and the Arizona State Historic Preservation Office Regarding the Community Development Block Grant (CDBG) and Community Development Block Grant – Recovery (CDBG-R) Programs.

INITIALS	RESPONSIBILITY	DATE	INITIALS	RESPONSIBILITY	DATE
_____	BIDS/PURCHASES	_____	_____	FINANCE/BUDGET	_____
_____	GRANTS	_____	_____	CONTRACTS	_____
_____	LEGAL	_____	_____	IGAS	_____

DATE OF COUNCIL APPROVAL: _____